



***State of Washington
Department of Transportation
Legal Notice of Intent to Sole Source***

Washington State Department of Transportation (WSDOT) announces its intention to establish a sole source contract with Responsive Management Systems to provide personnel interaction and leadership training for some WSDOT offices. WSDOT will award one contract for approximately \$60,000.

The projects will include the utilization of Mr. Richard Baron of Responsive management Systems to improve personnel interactions within office that are having some difficulties with leadership. Mr. Baron conducts copyrighted instructional and intervention leadership services, which utilizes observations of one-on-one and multiple staff interactions during regular project meetings to understand these interactions. These observation samples are followed by debriefing sessions with various individuals and team members to identify needed interaction and process changes and increase the effectiveness of the leader who is working on changes to their leadership style. The final report which comes out of the work done with the individuals contains a "Leader Interaction Variables" checklist specifically listed the important interaction variables. Each variable is accompanied by what behaviors need to "increase" or "decrease" to effect and maintain the desired leadership change. Behaviors do not necessarily have to be problematic for a leader to benefit from this analysis and process.

All the Project engineers, their Assistants, and Engineering Managers for SnoKing Area of the NW Region have attended Mr. Baron's Responsive Management Classes held in February and April of 2005. The Responsive Management Class is a three-day class, which helps integrate a number of management skills, learned over the years and puts them into a single class. The service that the NW Region requests is an extension of his class using the same tools and techniques, in specific project offices instead of a general training. There are two to three more intervals for which it has been determined that this training would be highly beneficial.

What we have observed with the Project Engineer that utilized Mr. Baron's services is an individual that embraced Mr. Baron's techniques and is now overcoming many of the obstacles, which the individual him/herself has placed in their way. Mr. Baron also helped this person find new tools how to deal with challenges he/she had. This process involves more than just the one individual; it also includes their staff and their supervisors. These staff members and supervisors have also taken the three-day class with Mr. Baron. It is a 360 process that not only helps the individual but all the people who interact with them. The supervisor and the staff members will also follow up with survey with the individual to make sure these changes become permanent.

Mr. Baron holds full exclusive copyright to this type of leadership development process. As far as we know, his firm is the only one, which has this copyright.

Challengers are required to submit a brief statement of their Intent to Challenge, and must address the following criteria as it relates to the project:

- 1 Qualifications/Expertise of Firms on Team;



- 2 Qualifications of Proposed Project Manager;
- 3 Key Team Members Qualifications (Prime Consultant and Sub-Consultants);
- 4 Firm's Project Management System (Prime Consultant Only);
- 5 References/past performances (Prime Consultant Only); and
- 6 Cost factors (Prime Consultant Only.)

Your submittal is limited to a total maximum number of ten (10) sheets submitted only on single sided (single sided meaning one side only of a single sheet of paper) typed 8.5" x 11" paper (if charts and/or graphs are utilized text must be readable size font,) and with type size no smaller than 12 point. The page limitation does not apply to the transmittal letter, front and back cover, the completed Performance Evaluation forms, and the completed Submittal Information Packet form(s.) Please provide only one (1) copy of the completed Performance Evaluation forms and the completed Submittal Information Packet form(s.) These forms should be accompanied with your Letter of Transmittal and should be submitted under separate cover and not bound within your Notice of Intent to Challenge.

The "Notice of Intent to Challenge" shall meet the following requirements or will be deemed non-responsive and will not be eligible for consideration of this work:

- 1 Title of the Notice of Intent to Sole Source on the cover of the submittal and the Transmittal Letter;
- 2 Transmittal Letter;
- 3 Completed Submittal Information Packet form for the Prime Consultant and all proposed Sub-Consultants (1 set);
- 4 Completed Performance Evaluations for the Prime Consultant Only;
- 5 Responsiveness to all challenge criteria;
- 6 Meeting page limitations and font size requirements; and
- 7 Meeting submittal deadline submission date.

Your "Notice of Intent to Challenge" must be received no later than 5:00 PM, Monday, June 13, 2005, at the below address:

Mr. Michael B. Rice
Director, Consultant Services
Washington State Department of Transportation
Capital View II Building, 2nd Floor
724 Quince Street SE
Olympia, WA 98504-7323

No submittals will be accepted after that date and time. Faxed or e-mailed submittals will not be accepted.

Any questions regarding this notice should be directed to WSDOT Consultant Services Office at 360-705-7147.

Date of publication in the Seattle Daily Journal of Commerce: Monday, June 6, 2005.



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Challenge Due Date: Monday, June 13, 2005.